

3. Responsibility

This Program reflects Geocomp/GeoTesting 's concern for safety and its commitment to the policies outlined. All employees are expected to comply with the details and spirit of the HS&E Program.

The following outlines the various HS&E Program responsibilities.

The Geocomp/GeoTesting President shall ensure the implementation of the HS&E program by ensuring that:

1. Adequate staff resources, budget, time, equipment, and training are available for all employees who have HS&E Program responsibilities.
2. All managers and employees are held responsible for their HS&E Program responsibilities
3. The program is managed, as are all the other important company programs.

The Corporate Safety Officer will direct the administration of the HS&E Program. This responsibility will include the following:

1. Provide technical support to field supervisors to assist them in project preplanning and carrying out the applicable details of the HS&E Program.
2. Provide and/or ensure the training of managers to effectively communicate safety instructions to employees and provide training sources to further educate them on their HS&E responsibilities.
3. Advise Field Team Leaders on the choice of the proper job required safety and personal protective equipment, especially as conditions on their sites may change over time.
4. Provide HS&E Program oversight by conducting work site audits and implement a plan to ensure self-audits by Field Team Leaders.
5. Assist in performing review and/or follow-up investigations of accidents and/or injuries.
6. Provide information regarding accident-injury/incident reports and related costs to Senior Management.

Human Resources will be responsible for the following:

1. Coordination of the Workers' Compensation claims function for the company.
2. Ensure the maintenance and submission of records as prescribed by the State and/or Federal OSHA as applicable as well as to the insurance company.
3. Maintain the safety training records for the company.

All Employees are required to develop and demonstrate safe work habits. In addition to the details of the applicable HS&E Programs all employees are required to:

1. Assist in identifying potential or actual hazards in the workplace.
2. Properly use and maintain safety equipment provided by Geocomp/GeoTesting.
3. Report all injuries and incidents to their manager immediately.
4. Report all unsafe conditions or unsafe practices that are observed.

5. Use all required Personal Protective Equipment (PPE) as they have been trained to do so. This includes wearing appropriate protective gear, such as gloves, hard hats, footwear, eye protection, ear protection, dust protection, respiratory protection, as needed for the specific job being performed.
6. Assist other employees in following the safety rules and regulations.
7. Maintain work areas in a clean and sanitary condition at all times.
8. Adhere to training requirements when handling or working with or around hazardous material.
9. Immediately evacuate the area if an emergency exists, implement the details of the applicable Emergency Response Plan, and notify your immediate manager of the details and degree of the severity of the situation.
10. Attend all project related tailgate safety meetings.
11. Respect Geocomp/GeoTesting property and see that it is properly protected and maintained at all times.

A *Safety Committee* has been established at the discretion of the Geocomp/GeoTesting Management team. The purpose of the committee is to enhance the communication process within Geocomp/GeoTesting as it relates to the HS&E Program.

Geocomp's Safety Organization:

